

What Is Order Of Selection?

When all clients eligible for vocational rehabilitation (VR) services cannot be served due to limited resources, federal law requires DRS to define categories which establish the order in which clients are served. This law requires that clients who are most significantly disabled will be served first. It requires that clients in the other categories will be served in priority order as funds become available. This is called an **Order of Selection (OOS)**. The OOS categories are called **priority categories**. DRS opens and closes priority categories based on available resources.

How Does OOS Affect Services?

If you are eligible for VR services, your counselor assigns you to one of the priority categories. If your priority category is open, you will be served. If it is closed, you will be notified that you are on a waiting list.

May A DRS Office Serve More Categories Than Another Office?

No. DRS' VR program is statewide. All offices will serve the same open categories.

What Is A “Significant” Disability?

A “**significant**” disability is a disability that requires multiple VR services over an extended period of time (six months or more) after an Employment Plan has been developed.

What Are The Functional Areas, And What Makes A Functional Limitation “Serious”?

DRS defines a **functional limitation** as an impediment to employment due to a disability that affects one of these functional areas: mobility, self-direction, self-care, interpersonal skills, communication, work tolerance, or work skills.

A **serious** functional limitation means the individual requires accommodations or services not typically made for other individuals in order to prepare for, enter, keep, or advance in employment.

Am I Automatically Served If I Am On SSI or SSDI?

No. A person who receives SSI or SSDI is considered to be an individual with at least a significant disability. But this does not mean that you will automatically be served. You will be assigned to priority category I, II, or III and served if your category is open.

If I Receive Services From Another Program Or If My Financial Resources Are Limited, Will I Receive Priority At DRS?

No. Priority is not based on the referral source (such as being referred from Workers' Compensation), other services received, or financial situation.

If I Go On The Waiting List, When Will I Be Served?

DRS decides annually whether to open priority categories. We will notify you as soon as your category opens. After 12 months, if your category remains closed your counselor will contact you to discuss whether you wish to stay on the waiting list. We will keep your name on the waiting list for as long as you wish.

Will There Be A Periodic Review of My Functional Limitations?

While you are on the waiting list, you may request a review of your priority category assignment by giving us evidence that your disability has become more significant.

What Are The Priority Categories?

DRS has four priority categories:

Priority Category I:

An individual who is most significantly disabled, i.e., has a significant disability that results in serious functional limitations in **three** or more functional areas.

Priority Category II:

An individual with a significant disability that results in serious functional limitations in **two** functional areas.

Priority Category III:

An individual with a significant disability that results in a serious functional limitation in **one** functional area.

Priority Category IV:

All other individuals determined eligible for the vocational rehabilitation program.

What If I Do Not Agree With My Priority Category Assignment?

You have the right to appeal through an informal administrative review, mediation, or hearing. Your counselor will inform you about the appeal options.

You also may request assistance from:
Client Assistance Program (CAP)
Virginia Office for Protection and Advocacy
1910 Byrd Avenue, Suite 5
Richmond, VA 23230
804-225-2042 or toll free at
1-800-552-3962 (voice and TTY).

Where Else May I Seek Services?

DRS will provide you with information about the One-Stop Centers in your area. Please contact the One-Stop Center for employment assistance. If you are seeking other options, please contact your DRS counselor for information and referral.

For more information or to request an alternate accessible format, contact your local DRS office or call DRS toll free:

1-800-552-5019 (voice)

1-800-464-9950 (TTY)

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EMPLOYER AND SERVICE PROVIDER*

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Understanding Order of Selection

